

COMPHIBGRUTHREEINST 4730.1C
N4

COMMANDER AMPHIBIOUS GROUP THREE INSTRUCTION 4730.1C

Subj: PREPARATION FOR INSPECTION BY THE BOARD OF INSPECTION AND
SURVEY (INSURV)

Ref: (a) COMNAVSURFLANT/PAC MSG 301728Z Aug 01
(b) COMNAVSURFPACINST 5400.1 (Series)
(c) INSURVINST 4730.1B (Series)
(d) COMNAVSURFPACINST 4700.1 (series)
(e) CINCPACFLTINST 4790.3 (Series)

Encl: (1) INSURV Milestones
(2) Sample Quick Look Follow Up Message Format

1. Purpose. To promulgate additional guidance to assist Amphibious Group THREE ships in preparing for Material Inspection (MI) conducted by the Board of Inspection and Survey.

2. Cancellation. COMPHIBGRUTHREEINST 4730.1B

3. Scope. This instruction provides guidance for INSURV Material Inspections preparation. Enclosure (1) provides a sample Milestone Listing. Enclosure (2) incorporates the post-INSURV report.

4. Action

a. This instruction shall be used as guidance to help prepare for the conduct of INSURV MI Inspection. The intention is not to establish examination standards but to provide additional guidance for inspection areas using standards already provided in references (a) through (e). Nothing in this instruction should be construed as superseding, modifying, or constituting authority to make changes to U.S. Navy Regulations, manuals, and instructions concerning inspections conducted by the Board of Inspection and Survey, which govern the construction, testing, operation, and maintenance of COMPHIBGRU THREE ships.

b. All ships in COMPHIBGRU THREE shall incorporate milestones listed in enclosure (1) in their own POA&M's developed six months prior and shall be implemented not later than 16 weeks prior to the INSURV date. Enclosure (1) is not

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all-inclusive and feedback to COMPHIBGRU THREE for this instruction is encouraged.

c. COMPHIBGRU THREE (N4) will contact the ship's INSURV Coordinator to establish a date for the ISIC pre-INSURV assist. This is a two-day evolution and is intended to provide a fresh set of eyes in identifying discrepancies for documentation about one to two months before the INSURV.

5. Report. Written reports except as addressed in enclosure (2) are not required. However, a brief by the ship's Commanding Officer to COMPHIBGRU THREE will be scheduled approximately 4-8 weeks prior to the INSURV.

a. The Commanding Officer's brief should include:

(1) Progress of ship to date in preparing for the inspection/trial, using reference (a) and enclosure (1) as a guide.

(2) Material problems and significant discrepancies which will probably result in mission degrades by the INSURV Board.

(3) Any assistance the ship may require from COMPHIBGRU THREE or other activities.

b. Within two weeks of the completion of INSURV a one-time report addressing those discrepancies listed in the INSURV quick look is to be sent by message. Enclosure (2) provides guidance on the format and items to be addressed in this follow-up report.

K. E. GOLDEN
Chief of Staff
Acting

Distribution:
COMPHIBGRTHREEINST 5216.1Z
List 1 through 5 (Case I)

INSURV MILESTONES

OPENING DATE: 16 weeks before INSURV
DATE OF INSURV:

BACKGROUND:

OPNAVINST 5420.70 (Series) COMNAVSURFPACINST 4700.1 (Series)
OPNAVINST 4700.8 (Series) COMNAVSURFPACINST 5400.1 (Series)
OPNAVINST 4730.55 (Series)
OPNAVINST C3501.2 (Series)
INSURVINST 4730.1B

REMARKS/ACTION	SKED	ACTUAL
1. Publish POA&M for INSURV (At least 16 weeks before SKED INSURV)		
2. Designate experienced Officer as single shipwide INSURV Coordinator.		
3. Review PMS Checks.		
4. Review tag out guide lists to ensure signatures are current.		

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REMARKS/ACTION	SKED	ACTUAL
5. Review and update CMSP for correct documentation.		
6. Receive a pre-INSURV assessment by ISIC (approx 1-2 months prior to INSURV).		
7. Acquire all above instructions.		
8. Receive advance preparation package from INSURVE Board (Ref: INSURVINST 4730.1B INSURV - 60 days)		
9. Schedule key shipboard personnel to observe MI on another ship.		
10. Liaison with the INSURV Board (Ref: INSURVINST 4730.1B series). NOTE: Each Trial/Inspection, the Board assigns a recorder whose duties include acting as the Board's POINT OF CONTACT for liaison with the ship. Questions regarding any aspect of the trial/inspection can be resolved early on to ensure a complete comprehensive trial will be conducted.		
11. Brief of COMPHIBGRUTHREE by ship's Commanding Office approximately 4-6 weeks before INSURV.		

REMARKS/ACTION	SKED	ACTUAL
12. Provide a proposed agenda or schedule of events for conduct of the trial/inspection per guidelines of Appendix A. Submit agenda to board at least 30 days before trial/inspection (Ref: INSURVINST 4730.1B (Series)).		
13. Fill out and prepare deficiency forms per INSURVINST 4730.11J (Series).		
14. Collect documents, records, and data listed in 4730.1B (Series). Board to review upon arrival.		
15. Arrange for outside assistance for combat systems demonstrations as discussed INSURVINST 4730.1B (Series).		
16. Complete preparations listed in each Appendix of INSURIVNST 4730.1B (Series).		
17. Submit INSURV follow-up report to COMPHIBGRTHREE per Enclosure (2).		

INSURV FOLLOW UP-REPORT

1. Answer the following questions for each discrepancy listed in the INSURV Quick Look message:

a. Provide an explanation for discrepancy (e.g., equipment casualty, personnel error, design deficiency, inadequate OPTAR funding to fill shortage, equipment, material on order, etc.).

b. Is it a class/Navy-wide problem or is it ship-specific?

c. If ship-specific, was it identified and documented prior to INSURV? Some ways of documenting are CASREP, CSMP, AER/SA (REQ), SFWL, etc.) If item is multiple deficiency (e.g., 6 of 24 widgets were INOP) how many were known and documented prior to INSURV?

d. If deficiency is result of INSURV making call using standards other than those the ship used, briefly address (e.g., of 10 HF transmitters found degraded, 5 passed PMS standards but INSURV used different standards). Provide separate message/letter amplification so differences in standards may be addressed to INSURV board.

2. In covering the inspection areas, use same format as Quick Look Report:

a. Engineering

(1) Main propulsion

(2) Boilers

b. Damage Control

(1) Firefighting

(2) CBR/Watertight Integrity

c. Combat Systems

d. Deck

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- e. Aviation
- f. Supply
- g. Environmental Protection
- h. Medical
- i. Habitability

3. Sample INSURV Follow Up Message:

FM: USS SAMPLE

TO: COMPHIBGRU THREE//N01/N4/N43//

INFO: COMNAVSURFPAC SAN DIEGO CA//N00/N01/N6/N8/N43//

BT

C O N F I D E N T I A L //N04730//

MSGID/GENADMIN/(SHIP)//

SUBJ/INSURV FOLLOW UP REPORT (U)//

REF/A/MSG/USS GATOR/012040ZJAN99/-/NOTAL//

REFB/DOC/COMPHIBGRUTHREEINST 4730.1B//

NARR/(U) REF A IS A QUICK LOOK RPT FOR USS GATOR UMI AND REF

B IS COMPHIBGRUTHREEINST INSURV INSTRUCTION.//

RMKS/1. (C) FOL INFO IS PROVIDED FOR EACH DISCREPANCY NOTED
IN REF A:

A. ENGINEERING

(1) MAIN PROPULSION

(CLASSIFIED MARKING FOR ILLUSTRATION PURPOSES ONLY)

FULL POWER UNSAT

(A) CAUSE OF UNSAT FULLL POWER WAS HIGH BEARING
TEMP ON ONE FDB (CORRECTED). LUBE OIL COOLER ON FDB WAS
FOULED WITH MARINE GROWTH.

(B) SHIP-SPECIFIC.

(C) NOT ID PRIOR.

(D) N/A

- AFT EMERGENCY FEED PUMP WOULD NOT MAINTAIN
BOILER WATER DURING AUX STEAMING.

(A) PUMP OUT OF ALIGNMENT.

(B) SHIP-SPECIFIC.

(C) DOCUMENTED ON CSMP PRIOR. FWD EFP WAS SAT.

(D) N/A

B. DAMAGE CONTROL

(1) FIREFIGHTING/FLOODING

- ONLY SINGLE RELEASE HALON SYSTEM PROVIDED IN
PROPULSION SPACES.

(A) SHIP IS NOT PROVIDED WITH A SECOND BANK OF HALON
BOTTLES IN EVENT OF FIRE REFLASH.

(B) CLASS PROBLEM.

(C) N/A

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(D) N/A

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